



National Science Foundation

Excepted Position Vacancy

ANNOUNCEMENT NO: E20020078

OPEN: 02/19/2002

CLOSE: UNTIL FILLED

***Vacancy announcement may close 30 days from opening date without notice.**

THIS POSITION WILL BE FILLED ON A ONE OR TWO YEAR VISITING SCIENTIST APPOINTMENT, TEMPORARY APPOINTMENT OR UNDER THE TERMS OF THE INTERGOVERNMENTAL PERSONNEL ACT (IPA) BASIS.

POSITION VACANT: Engineer (Program Director), AD-0801-4. Salary ranges from \$78,265 to \$121,967.

PROMOTION POTENTIAL: Engineer (Program Director), AD-0801-4.

LOCATION: Directorate for Engineering (ENG), Division of Engineering Education and Centers (EEC), Engineering Education Program, Arlington, VA.

BARGAINING UNIT STATUS: This position is excluded from the bargaining unit and will be filled in accordance with the Merit Promotion Plan described in NSF Manual 14 (PER II-100).

AREA OF CONSIDERATION: All Sources

THIS POSITION IS OUTSIDE THE COMPETITIVE CIVIL SERVICE

Temporary and Visiting Scientists appointments will be made under the Excepted Authority of the NSF Act. For temporary appointments for more than one year, the usual civil service benefits (retirement, health benefits, life insurance) are applicable. For Visiting Scientist appointments, individuals are in a non-pay leave status from the home institution and are appointed to NSF's payroll as a Federal employee. NSF withholds Social Security and provides reimbursement for fringe benefits. For IPA assignments, the individual remains on the payroll of his/her institution and the institution continues to administer pay and benefits. NSF reimburses the institution for NSF's negotiated share of the costs. Individuals eligible for an IPA assignment include employees of State and local government agencies, institutions of higher education, Indian tribal governments, federally funded research and development centers and qualified non profit organizations. The individual remains an employee of the home institution.

DUTIES AND RESPONSIBILITIES: As Program Director, responsible for the Engineering Education programs of the Division, including the Engineering Education Coalitions and the unsolicited engineering education proposals. The incumbent also serves as the Directorate for Engineering representative to several cross-NSF programs. The Engineering Education Coalitions draw from a diverse spectrum of engineering programs and are intended to increase dramatically the quality of undergraduate engineering education by disseminating new structures and approaches: creating strong linkages and intellectual exchanges between U.S. engineering schools, and increasing the number of degrees awarded, especially to women, minorities, and persons with disabilities.

The goal of the unsolicited Engineering Education programs is to increase the quantity and quality of U.S. citizens who earn BS degrees in engineering. The attractiveness of engineering study has not kept pace with the importance of engineering in driving our nation's prosperity. The continuation of the technology explosion of the second half of the 20th century requires the availability of a diverse and highly capable technical workforce. Experience to date has shown that students can be attracted to and retained in engineering programs if they are exposed early to the joys of creation through design, discovery through research and invention through hands-on experimentation. We welcome unsolicited proposals from faculty with cutting edge new ideas for undergraduate engineering education requirements. The Program Director will advise and help to implement the programs mentioned above. The incumbent will also assist in stimulating new approaches to the improvement of engineering education, including building bridges with the pre-college education community and community college educators. In addition, the incumbent will assist in stimulating engineering faculty to collaborate more fully with experts in other fields to pursue research on the teaching and learning of engineering, and then incorporate these results into undergraduate engineering programs.

Responsibilities will include the following:

- Assist in the implementation, review, funding, post-award management, and evaluation of these programs as well as contribute to the intellectual integration with other programs supported by the division.
- Design and implement the proposal review and evaluation process for relevant proposals. Select outstanding individuals to provide objective reviews on proposals either as individuals or as members of a panel. Conduct final review of proposals and evaluations, and recommend acceptance or declination.
- Manage and monitor on-going grants, contracts, interagency and cooperative agreements to ensure fulfillment of commitments to NSF. Evaluate progress of awards through review and evaluation of reports and publications submitted by awardees and/or meeting at NSF and during site visits.
- Produce annual reports, which serve as input to the Directorate, Government Performance and Review Act reports.

QUALIFICATIONS REQUIRED: Applicants must possess a Ph.D. or equivalent experience in engineering. In addition, at least six or more years of successful research, research administration, and/or managerial experience in engineering research and education beyond the Ph.D. pertinent to the position is required. Candidate must know how to relate his/her field to other disciplines (i.e., social and behavioral sciences). Experience in the management of interdisciplinary activities is required. The candidate must be capable of recognizing and analyzing industrial relevance in engineering education.

CONDITIONS OF EMPLOYMENT: Appointment to the position is contingent upon successful completion of the appropriate background investigation. Satisfactory completion of a one-year trial period may also be required.

HOW TO APPLY: You may apply for this position with the *Optional Application for Federal Employment* (OF-612), the older *Application for Federal Employment* (SF-171), a resume, or other application format of your choice - so long as it contains the necessary information (summarized below).

You must specify the job announcement number, and title and grade(s) of the job for which you are applying. You should also provide the following information: ♦ Your country of citizenship. ♦ Your social security number. ♦ Information about your education, including (1) high school graduation date and (2) college/university information - your major, and type and year of degree(s). If no degree, show total credits earned and indicate whether they are semester or quarter hours. ♦ Information about all your work experience related to this job, including job titles, duties and accomplishments, employer's name and phone number, number of hours worked per week, starting and ending dates (month and year), and annual salary. If you held various positions with the same employer, describe each separately. ♦ If you have Federal civilian experience, indicate the highest grade held, the job series, and dates held. ♦ The brochure *Applying for a Federal Job* provides information on the Federal job application process; it is available by calling the number listed below. **If your application does not provide all the information requested in the vacancy announcement, you may lose consideration for this job.**

The National Science Foundation provides reasonable accommodations to applicants with disabilities on a case-by-case basis. If you need a reasonable accommodation for any part of the application and hiring process, please notify the point of contact listed on this vacancy announcement.

Submit all application material along with letters of recommendation to the National Science Foundation, Division of Human Resource Management, 4201 Wilson Boulevard, Room 315, Arlington, VA 22230. Attn: Announcement Number E20020078. In addition to the required application materials, you are asked to complete and submit the attached Applicant Survey form. Submission of this form is voluntary and will not affect your application for employment. The information is used for statistical purposes only. For additional information call Maria Sutton, on (703) 292-4364. Hearing impaired individuals may call TDD (703) 292-8044.

**NSF IS AN EQUAL OPPORTUNITY EMPLOYER COMMITTED TO EMPLOYING A
HIGHLY QUALIFIED STAFF THAT REFLECTS THE DIVERSITY OF OUR NATION**

**NATIONAL SCIENCE FOUNDATION
APPLICANT SURVEY**

**OMB No. 3145-0096
Expiration: August 2002**

Vacancy Ann. #: _____

Position Status (temporary/permanent): _____

Position Title/Series/Grade: _____

INSTRUCTIONS

Your completion of this form will be appreciated. Submission of this Information is voluntary and it will have no effect on the processing of your application. The data collected will be used only for statistical purposes to ensure that agency personnel practices meet the requirements of Federal law. Pursuant to 5 CFR 1320.5(b), an agency may not conduct or sponsor, and a person is not required to respond to an information collection unless it displays a valid OMB control number. The OMB control number for this collection is 3145-0096. NSF estimates that each respondent should take about 3 minutes to complete this survey, including time to read the instructions. You may have comments regarding this burden estimate or any other aspect of this survey, including suggestions for reducing this burden. If so, please send them to NSF Reports Clearance Officer, Division of Administrative Services, NSF, 4201 Wilson Blvd., Arlington, VA. 22230.

PRIVACY ACT INFORMATION

GENERAL - This information is provided pursuant to Public Law 93-579 (Privacy Act of 1974), December 31, 1974, for individuals completing Federal records and forms that solicit personal information.

AUTHORITY - Section 7201 of title 5 of the U.S. Code and Section 2000e-16 of title 42 of the U.S. Code.

PURPOSE AND ROUTINE USES

The information is used for research and for a Federal Equal Opportunity Recruitment Program (FEORP) to help insure that agency personnel practices meet the requirements of Federal law. Address questions concerning this form and its uses to the Privacy Act Officer, National Science Foundation, Arlington, VA 22230.

1. Today's Date: _____

2. Year of Birth: _____

3. How did you learn about the particular position for which you are applying? (Circle appropriate number.)

01 - Newspaper (specify)

10 - Federal, State or local job information center

02 - Contact with NSF Personnel Office

11 - State vocational rehabilitation agency or

(Agency Bulletin Board or other Announcement)

Veterans Administration

03 - NSF-initiated personal contact

12 - State employment office

04 - Science Magazine, or other professional journal or magazine

13 - School or college counselor or other official

(specify)

14 - Private job Information service

05 - Affirmative Action Register

15 - Private employment service

06 - Attendance at conference, meeting or job fair

16 - Friend or relative working at NSF

(specify)

17 - Friend or relative not working at NSF

07 - NSF recruitment at school or college

18 - NSF website

08 - Colleague referral

19 - Internet or other website

09 - NSF Bulletin

20 - Other (specify)

4. Please select the racial/ethnic category with which you most closely identify yourself. (Circle the appropriate letter)

A. **American Indian or Alaskan Native.** A person having origins in any of the original peoples of North America, who maintains cultural identification through tribal affiliation or community recognition.

B. **Asian or Pacific Islander.** A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes, for example, China, India, Korea, the Philippine Islands, and Samoa.

C. **Black, not of Hispanic origin.** A person having origins in any of the Black racial groups of Africa. This does not include persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish cultures or origins.

D. **Hispanic.** A person of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race.

E. **White, not of Hispanic origin.** A person having origins in any of the original peoples of Europe, North Africa or the Middle East. This does not include persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish cultures or origin.

5. Sex (Circle the appropriate letter.) F - Female M - Male

6. Please provide Information on your disability status by circling the appropriate category below:

1. I do not have a disability; 2. Hearing impairment; 3. Vision impairment; 4. Missing extremities; 5. Partial paralysis; 6. Complete paralysis; 7.

Convulsive disorder; 8. Mental retardation; 9. Mental or emotional illness; 10. Severe distortion of limbs and/or spine; 11. I have a disability but it is not listed.

FOR AGENCY USE

Agency Code: _____

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER